

**CONFIDENTIAL**

Approved For Release 2001/08/07 : CIA-RDP78-04308A000100020036-6

R/TR

19 March 1958

C/IS/TR

**Specific Arrangements for Course in Satellite Theory**

1. This is to confirm the room arrangements for the course in Satellite Theory. So many have applied that it is inadvisable to limit the course to thirty-five students, and it will be impossible to use Room 2202 Alcott Hall. Instead, the course will meet the first three Tuesdays in Room 153. The final seven meetings of Satellite Theory will be held in 1402 "I" Building. The Office of Security has assured us that we will not be displaced by some other call for use of the room.

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2. Mr. [REDACTED] has agreed to move the CPW from 153 to 155 for the weeks of 24 and 31 March, thus freeing the auditorium for use by the Satellite Theory group on the afternoons of 25 March, 1 April and 8 April from 1345 to 1615. Mrs. [REDACTED] group, having adjusted the schedule to avoid conflicts on Tuesday afternoon, will shift a film showing for Operations Support from 155 to 153 from 1000 to 1110 on 1 April, and will also use 153 from 1300 to 1500 on 4 April, and from 1050 to 1150 on 10 April.

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3. Management Training, originally scheduled for 155 during the weeks of 17, 24, 31 March and 7 April, will shift to 2202 Alcott during the weeks of 24 and 31 March and 7 April. This will include the second week of the current Basic Management and one week of the next presentation of Basic Supervision, and will make way for the displaced CPW course.

4. The limiting factor on enrollment in Satellite Theory is the number of places which can be set up in 153. We recommend a figure of sixty-five. This is rather a tight squeeze but will accommodate most serious applications for enrollment. The "I" Building meeting room presents only a minor problem. It has seventy-five fixed seats, about a dozen of which are partially screened by pillars. A group slightly smaller than full capacity can use it satisfactorily, leaving the poorest seats empty.

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SIGNED

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cc: C/OS - DC/IS  
C/SIC - C/MT/IS  
C/SSS - C/OS/IS

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JOB NO. [REDACTED] BOX NO. [REDACTED] FID NO. [REDACTED] DOC NO. 9 NO CHANGE  
IN CLASS/DECLASS/CLASS CHANGED TO: TS S C RET. JUST. 22  
NEXT REV DATE/REV DATE/REVIEWER/25614 TYPE DOC. 02  
NO. PGS / CREATION DATE ORG COMP // OPL // ORG CLASS C  
REV CLASS C REV COORD AUTH: HR 70-3

Chrow